



Office of the City Clerk
www.sanjoseca.gov

BOARD AND COMMISSION **VACANCIES**

Application Deadline: 5:00 p.m., Friday, November 22, 2014

RECRUITMENT EXTENDED FOR THE FOLLOWING POSITIONS

ATTENTION RESIDENTS OF SAN JOSE:
YOU CAN MAKE A DIFFERENCE

APPLICATIONS are being accepted for City of San José Boards and Commissions for upcoming and future vacancies.

YOU can make a difference in your community on a number of issues being considered by the following Boards and Commission:

- **COUNCIL APPOINTMENT ADVISORY COMMISSION (3 SEATS)**
 - *3 Council Nominated Seats (Districts 8, 10 and Citywide)*
- **HUMAN SERVICES COMMISSION (2 SEATS)**
 - *3 Council Nominated Seats (Districts 2, and 8)*

QUALIFICATIONS:

Applicants must live in the City of San José and, if appointed, must remain so throughout the term of office. In addition, applications should have a commitment to being active in the community. Further qualifications may be required to serve on certain Boards or Commissions. Please see the attached descriptions for more information. Commission Seats associated with a specific district will be appointed by the Council Member representing that District. Appointed Commissioners will serve 2 to 4 year terms.

APPLICATION PROCESS:

Applications will be accepted through **5:00 p.m., FRIDAY, November 22, 2014.**

Apply online for all the aforementioned Commissions at: <http://sanjoseca.gov/index.aspx?NID=330>

For questions or to request a paper application, please call the **Office of the City Clerk at (408) 535-1260** or via e-mail at commissions@sanjoseca.gov.

** These seats are nominated by the Council Appointment Advisory Commission and have special requirements associated with them for appointment. Please see the attached descriptions for additional information. Applicants to these seats should be prepared to be interviewed by the Council Appointment Advisory Commission at the regular meeting on **November 18, 2014 at 7:00 p.m.***



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COMMISSION DESCRIPTIONS

COUNCIL APPOINTMENT ADVISORY COMMISSION

(formerly the Project Diversity Screening Committee)

As established by Council Action the Commission reviews applications submitted to the Office of the City Clerk, interviews applicants and makes recommendations to Council as it relates to appointments to Boards and Commissions. The CAAC nominates the Early Education commissioners to the Library Commission, the disabled and domestic violence representatives to the Human Services Commission, and special eligibility seats on the Housing and Community Development Commission if necessary..

HOUSING AND COMMUNITY DEVELOPMENT COMMISSION

(consolidation of the Housing and Community Development Advisory Commission, Mobilehome Advisory Commission, Advisory Commission on Rents)

The Housing and Community Development Commission studies, reviews, evaluates and makes recommendations to the City Council and the Department of Housing regarding existing housing programs and policies, new programs and policies that would further San José's housing and community development goals, and the City's progress in meeting its housing goals. The Commission holds public hearings in order to provide for meaningful citizen participation in the development and implementation of the consolidated plan, makes studies and submits to the City Council reports or recommendations respecting affordable housing and community development matters, and develops proposals and recommendations to the city council for use of housing and community development funds. In addition, the Commission makes recommendations to the City Council regarding rules, regulations, and amendments necessary for the administration of, changes to, fee recovery related to, updates of forms used in the implementation of Chapters 17.22 and 17.23 of the San José Municipal Code. Other duties may include conducting studies and submitting reports or recommendations respecting mobilehome parks and mobilehome living, and making recommendations to the City Council regarding changes in provisions of Title 20 of this Code relating to mobilehomes and mobilehome parks.

There are thirteen members on the Housing and Community Development Commission and members should have experience related to development, lending, community development, homeless services, or federal funding. Eleven (11) of the thirteen (13) members of the Commission are nominated by the Mayor and City Council. Of the thirteen commissioners, at least five members of the commission shall represent low income households. In addition, two positions on the Commission are designated to be filled by representatives of the mobilehome community – one each for landlords and residents respectively.

Both special eligibility seats on the Commission will be filled during this recruitment:

- One member of the Commission shall be a person recommended by an organization of owners of San José mobilehome parks.
 - One member shall be a person recommended by an organization of residents of San José mobilehome parks.
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HUMAN SERVICES COMMISSION

(consolidation of the Human Rights Commission and Disability Advisory Commission)

The Human Services Commission advises the City Council and makes recommendations regarding specific elements of the City of San José equal employment opportunity plan and programs affecting city employment, and implements the City of San José human rights policy and recommends programs which promote the fulfillment of human rights in the city. In addition, the Commission studies, reviews, evaluates, and makes recommendations relative to matters affecting human rights, including but not limited to discrimination based on race, color, ethnicity, national origin, disability, age, sex, marital status, sexual orientation, gender identity or religion, and relative to equal employment opportunity policies and practices within the city government and throughout the City.

There are thirteen members on the Human Services Commission. Eleven (11) of the thirteen (13) members of the Commission are nominated by the Mayor and City Council. In addition, two positions on the Commission are special eligibility seats designated to be filled by 1) a disability service provider or representative of the disabled community; and 2) a domestic violence service provider or a domestic violence survivor.

One special eligibility seat on the Commission will be filled during this recruitment:

- One member of the Commission shall be a disability service provider or representative of the disabled community.